



2015



***Conover Police  
Department  
ANNUAL  
REPORT***

# TABLE OF CONTENTS

<b>Dedication</b>	<b>1</b>
<b>Agency</b>	
I. Organizational Chart	3
II. Police Roster	4
III. Special Recognitions	6
IV. New Employees	6
V. Top Performers	7
VI. Mission Statement	8
VII. Values Statement	8
VIII. Code of Ethics	9
IX. Statistical Review	10
<b>Performance Reports</b>	
I. Crime Index	12
II. Non-Index Crime	14
III. Traffic	15
IV. Community Service	17
V. Special Awards/Projects	18
<b>Annual Review and Analysis</b>	
I. Use of Force	20
II. Internal Affairs/Complaints	22
III. Vehicle Pursuits	23
IV. Grievances	24
V. Bias Based Reporting	25
VI. Evidence Control System Review	27
<b>Goals and Outcomes</b>	
I. 2015 Goals and Outcomes	28
II. 2016 Departmental Goals	33



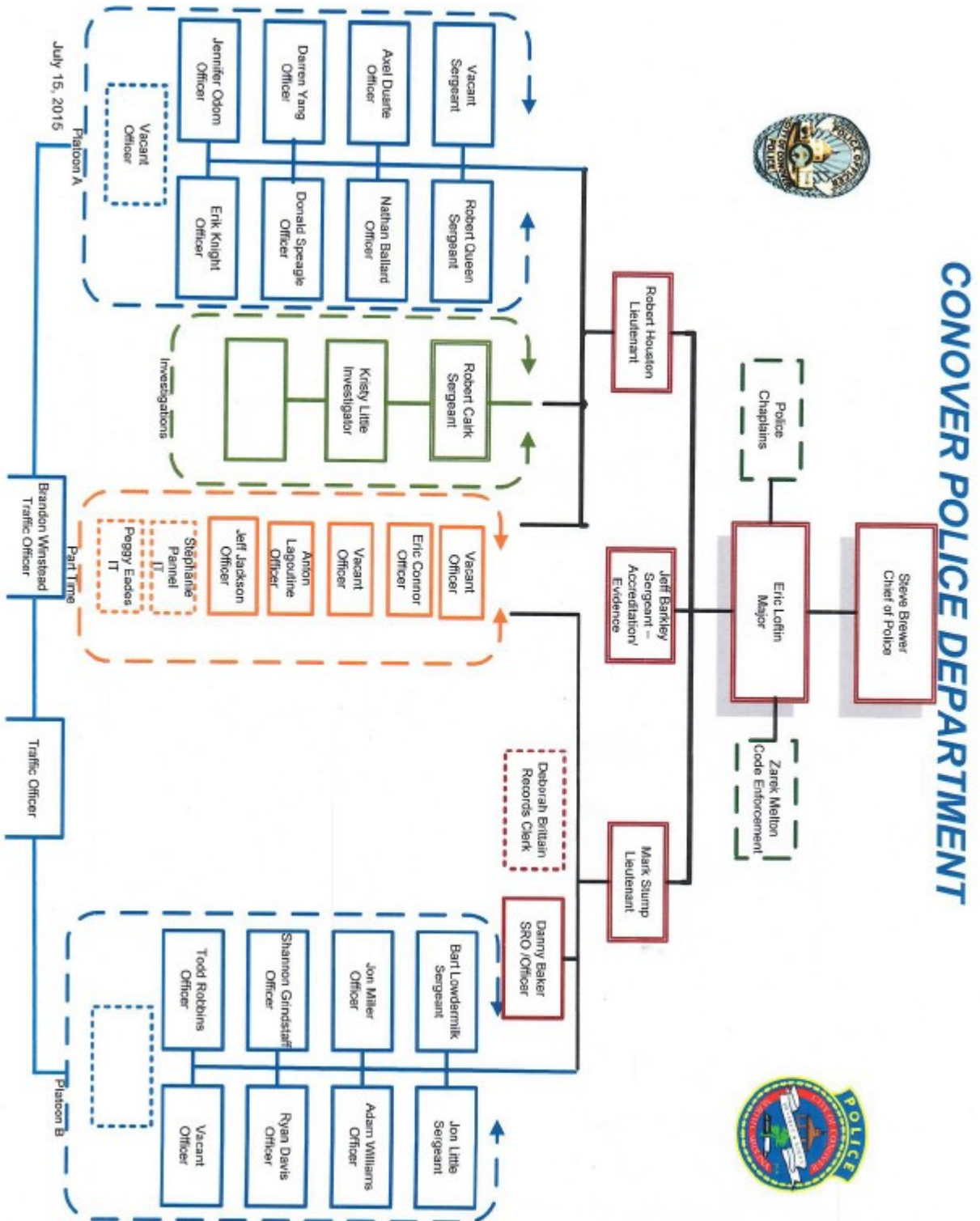
# ***THE AGENCY***



2010



# I - Organizational Chart



## II– Conover Police Roster

Conover Police Roster			
Name		Rank	Assignment
Last	First		
Administration			
Brewer	Steve	Chief	Administration
Loftin	Eric	Major	Administration
Houston	Robert	Lieutenant	Administration
Stump	Mark	Lieutenant	Administration
Barkley	Jeff	Sergeant	Accreditation
Baker	Daniel	Officer	School Resource
Platoon A			
		Sergeant	Patrol
Queen	Robert	Sergeant	Patrol
Miller	Jonathan	Officer	Patrol
Duarte	Axel	Officer	Patrol
Yang	Darren	Officer	Patrol
Speagle	Donald	Officer	Patrol
Davis	Ryan	Officer	Patrol
Balchev	Alexander	Officer	Patrol
Backman	Robert	Officer	Patrol
		Officer	Patrol
Winstead	Brandon	Traffic	Patrol
Platoon B			
Lowdermilk	Bart	Sergeant	Patrol
Little	Jon	Sergeant	Patrol
Williams	Adam	Officer	Patrol
Grindstaff	Shannon	Officer	Patrol
Robbins	Todd	Officer	Patrol
Minton	Alan	Officer	Patrol
		Officer	Patrol
		Officer	Patrol
		Officer	Patrol

## II– Conover Police Roster (Continued)

Conover Police Roster			
Name		Rank	Assignment
Last	First		
Investigations			
Clark	Robert	Sergeant	Investigations
LaPage	Jerry	Specialist	Investigations
Clark	Patrick	Investigations	Investigations
Reserve			
Jackson	Jeff	Officer	Part time
Connor	Eric	Officer	Part time
Lagoutine	Anton	Officer	Part time
Vacant		Officer	Part time
Vacant		Officer	Part time
Part time IT			
Pannell	Stephanie	IT	Part time
Eades	Peggy	IT	Part time
Code Enforcement			
Melton	Zarek	Code Enforcement	Code Enforcement
Records			
Hayes	Debra	Records	Records
Chaplains			
Bledsoe	Don	Chaplain	Chaplain
Lagoutine	Anton	Chaplain	Chaplain
Repass	Byron	Chaplain	Chaplain
Correll	Brian	Chaplain	Chaplain
Bledsoe	Helen	Chaplain	Chaplain
Mann	Kenneth	Chaplain	Chaplain

### III - Special Recognitions



**Sergeant Jeff Barkley** received his Advanced Law Enforcement Certificate from the State of North Carolina Criminal Justice Education and Training Commission on November, 2015. Jeff joined the Conover Police Department in 2009.

### IV- New Employees



**Officer Alexander Balchev** joined Conover Police Department in December, 2015. Balchev began his law enforcement career in 2013 and attended Caldwell Community College to obtain his Basic Law Enforcement Training certificate.



**Officer Robert Backman** joined Conover Police Department in December, 2015. Officer Backman attended Catawba Valley Community College where he obtained his Basic Law Enforcement Training Certificate. Officer Backman lives in Catawba County.



**Officer Alan Minton** joined Conover Police Department in December, 2015. Officer Minton attended Basic Law Enforcement Training at Catawba Valley Community College and began his career in Law Enforcement in 1993. Officer Minton attended Hickory High School and lives in Catawba County.

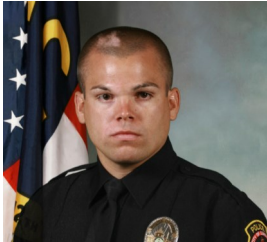


**Officer Patrick Clark** joined Conover Police Department in July, 2015. Officer Clark attended Caldwell Community College to obtain his Basic Law Enforcement Certificate. Officer Clark began his Law Enforcement career in 2000. Officer Clark attended Western Piedmont Community College where he obtained a degree in Criminal Justice.

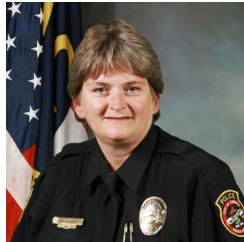


## V. Top Performers for 2015

The Conover Police Department is proud to recognize Officer Jonathan Miller, Officer Shannon Grindstaff, Officer Darren Yang, Officer Donald Speagle, and Officer Adam Williams as the top five performers for 2015. Monthly averages are computed for incident reports, accident reports, citations, arrest, legal processes, field interviews, community policing, alarms, assist motorist, escorts and premise checks. These seven officers consistently ranked average or above average in these eleven categories.



J. Miller



S. Grindstaff



D. Yang



D. Speagle



A. Williams



CPD Chevrolet Tahoe



## VI - Mission Statements



### **CITY OF CONOVER**

The mission of the City Council and City Staff of Conover is to provide the community with the responsible leadership and essential, effective local government services.

### **CONOVER POLICE DEPARTMENT**



The mission of the Conover Police Department is to provide a safe environment and improve the quality of life through professional law enforcement and interaction with the community.

## VII - Values Statement

**Ethics** - We recognize that personal and organizational ethics are essential for the department to perform at the highest professional level and to the accomplishment of our mission.

**Loyalty and Trust** - We must be loyal to our oath of office, to the people and communities we serve. Our actions are reliable, dependable, and consistent.

**People** - Our communities and department members are deserving of our full efforts and attention.

**Professionalism** - We strive for excellence in providing quality service while maintaining a work environment that develops our members through effective, timely training and progressive leadership.

**Teamwork** - We encourage independent action and initiative, while realizing that our success depends on a cooperative effort within the Department and throughout the community.

**Integrity** - Greatly valued by the Conover Police Department. Departmental integrity requires that members maintain the highest standards for the law enforcement profession and are held accountable for the exercise of their authority. The Constitutions of the United States and the State of North Carolina, State Statutes, and Departmental Policy serve to establish boundaries by which authority may be responsibly used recognizing that policies and procedures cannot be written to anticipate every circumstance in which authority may be exercised appropriately.

## ***VIII - Law Enforcement Code of Ethics***

As a law enforcement officer, my fundamental duty is to serve the community; to safeguard lives and property; to protect the innocent against deception, the weak against oppression or intimidation and the peaceful against violence or disorder; and to respect the constitutional rights of all to liberty, equality and justice.

I will keep my private life unsullied as an example to all and will behave in a manner that does not bring discredit to me or to my agency. I will maintain courageous calm in the face of danger, scorn or ridicule; develop self-restraint; and be constantly mindful of the welfare of others. Honest in thought and deed both in my personal and official life, I will be exemplary in obeying the law and the regulations of my department. Whatever I see or hear of a confidential nature or that is confided to me in my official capacity will be kept ever secret unless revelation is necessary in the performance of my duty.

I will never act officiously or permit personal feelings, prejudices, political beliefs, aspirations, animosities or friendships to influence my decisions. With no compromise for crime and with relentless prosecution of criminals, I will enforce the law courteously and appropriately without fear or favor, malice or ill will, never employing unnecessary force or violence and never accepting gratuities.

I recognize the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so long as I am true to the ethics of police service. I will never engage in acts of corruption or bribery, nor will I condone such acts by other police officers. I will cooperate with all legally authorized agencies and their representatives in the pursuit of justice.

I know that I alone am responsible for my own standard of professional performance and will take every reasonable opportunity to enhance and improve my level of knowledge and competence.

I will constantly strive to achieve these objectives and ideals, dedicating myself before God to my chosen profession . . . **law enforcement.**

### **(International Association Of Chiefs Of Police)**



## IX - Statistical Overview

<b>City of Conover Demographics</b>	
<b>Population*</b>	<b>8215</b>
<b>Number of Households*</b>	<b>3,181</b>
<b>Square Miles*</b>	<b>10.9</b>
<b>Miles of Streets</b>	<b>88.40</b>
<b>Police Department Staffing</b>	
<b>Total Authorized Personnel</b>	<b>35</b>
<b>Full-Time Sworn Personnel</b>	<b>27</b>
<b>Full-Time Non-Sworn Personnel</b>	<b>2</b>
<b>Part-Time Personnel</b>	<b>6</b>
<b>Summary of Police Department Personnel</b>	
<b>Administration</b>	<b>5</b>
<b>Patrol</b>	<b>19</b>
<b>Investigations</b>	<b>3</b>
<b>Clerical / Code Enforcement</b>	<b>2</b>
<b>Part time</b>	<b>6</b>
<b>2014-15 Fiscal Data</b>	
<b>City of Conover General Fund Budget</b>	<b>\$8,763,286</b>
<b>Police Department General Fund Budget</b>	<b>\$2,196,802</b>
<b>Police Department Per Cent of Total</b>	<b>25%</b>
<b>Police Department Spending Per Capita</b>	<b>\$267</b>
<b>Police Department Spending Per Household</b>	<b>\$690</b>
<b>Summary of Police Department Budget</b>	
<b>Personnel Cost</b>	<b>78.58%</b>
<b>Operating Cost</b>	<b>21.42%</b>
<b>Capital Cost **10-267</b>	<b>0%</b>
<b>* 2010 Census Data</b>	

# ***PERFORMANCE REPORTS***

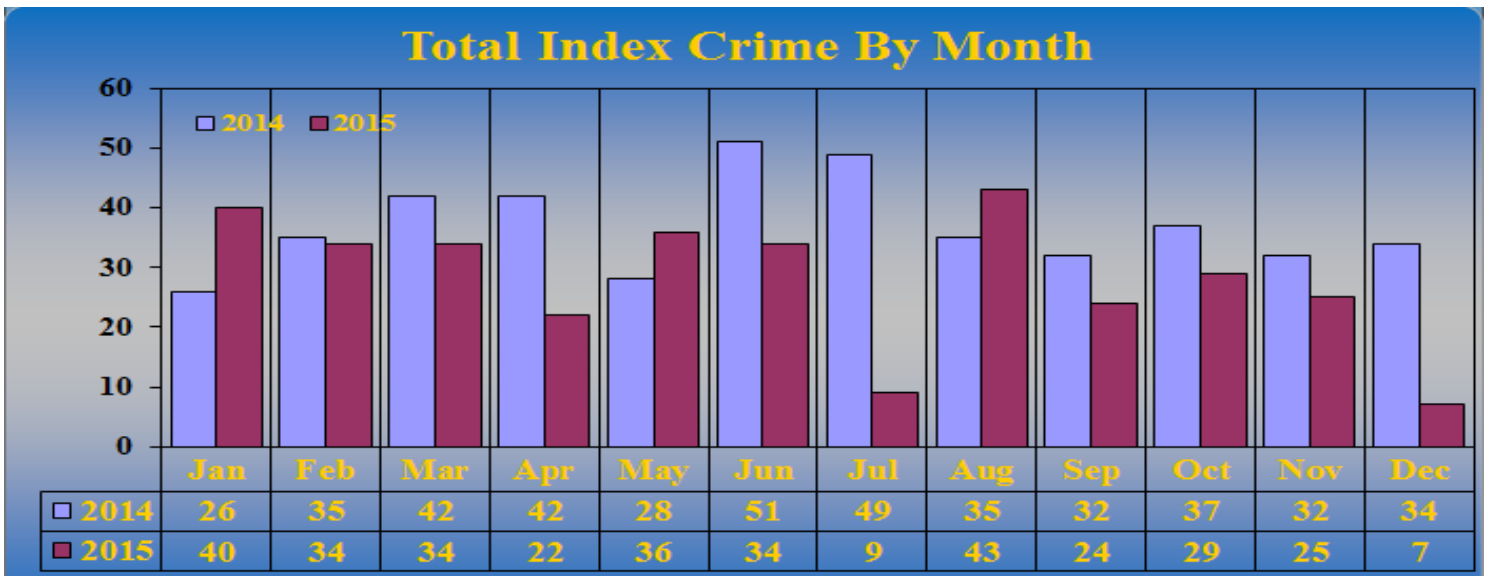


CPD 2010



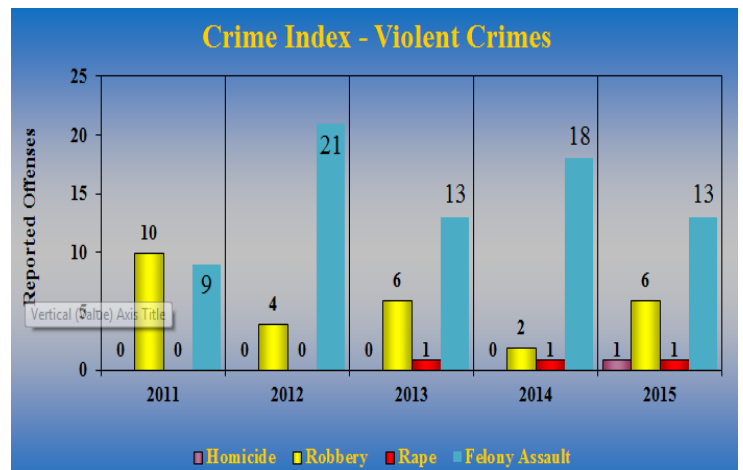
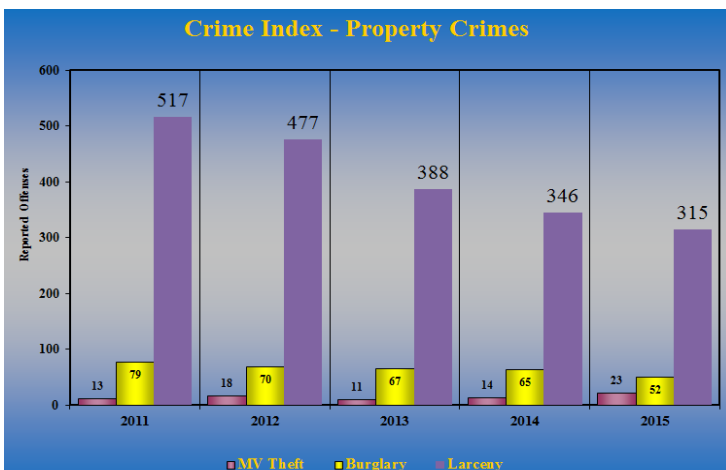
## I- The Crime Index

The Conover Police Department reports monthly the reportable crimes electronically to the North Carolina State Bureau of Investigation's (SBI) Research and Planning Division. The SBI and FBI compile the data at the state and national levels into the Uniform Crime Reporting Program (UCR). The UCR program is based on a Crime Index. The Crime Index consists of seven major crimes selected for their serious nature, their frequency of occurrence and on the reliability of reporting from citizens to law enforcement agencies.<sup>1</sup> The Crime Index includes the violent crimes of homicide, rape, robbery and aggravated assault; and the property crimes of burglary, larceny, and motor vehicle theft. The Crime Index is used when comparing crime rates and statistics for various cities, towns and counties across the United States.

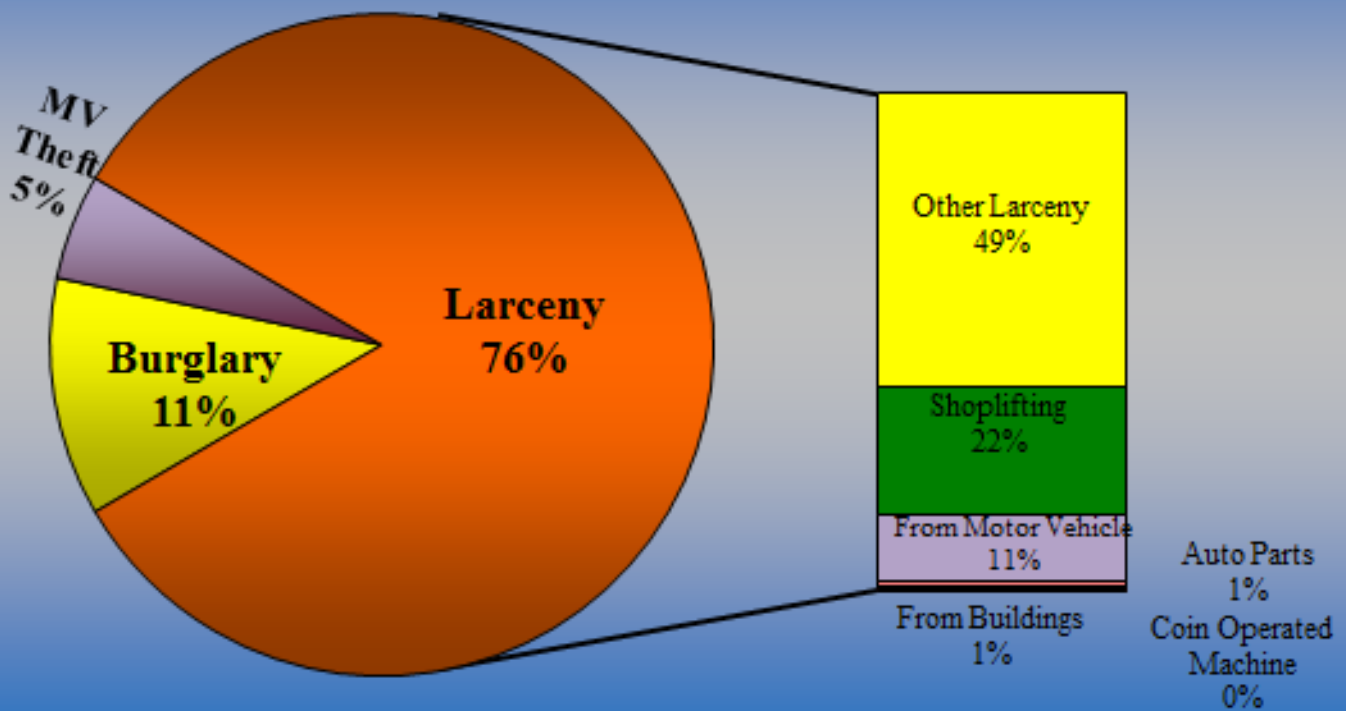


<sup>1</sup>State of North Carolina, State Bureau of Investigation, Index and Offenses Rates 2014-2015 Summary Reporting Data for Conover NC

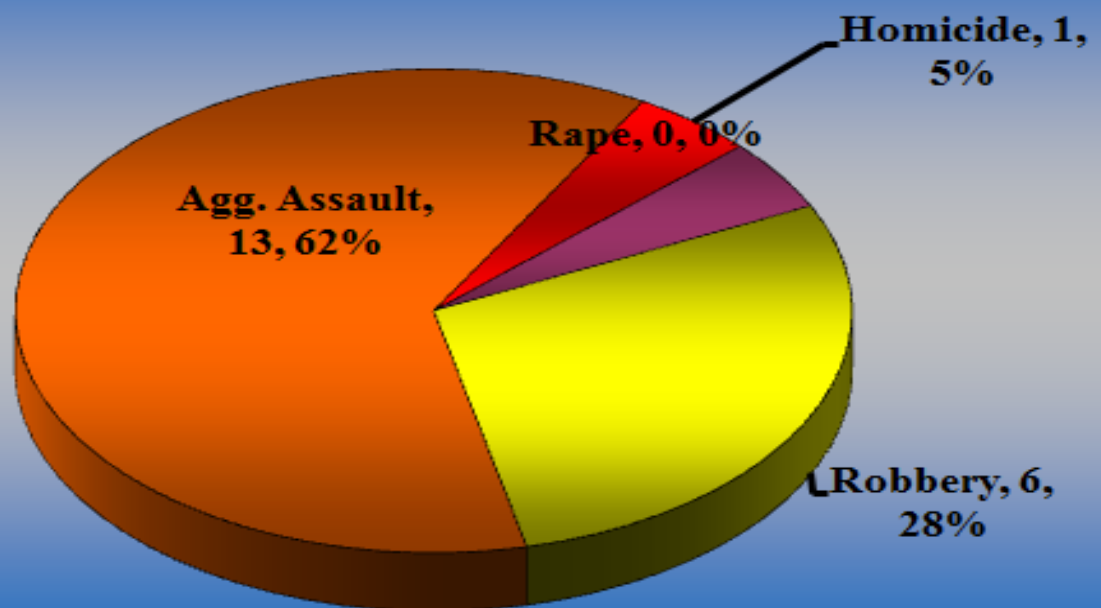
2015 Features	
Most Frequent Month	August
Least Frequent Month	December
Most Common Offense	Larceny



## Property Crimes 2015



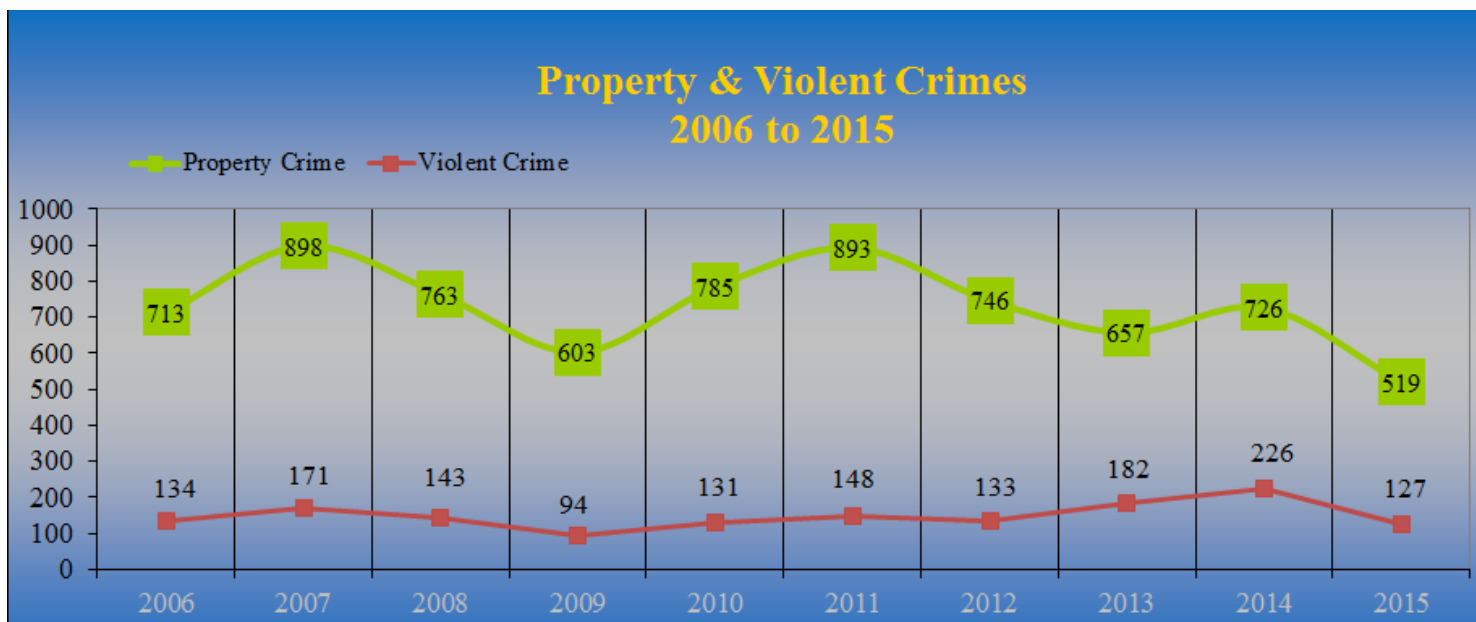
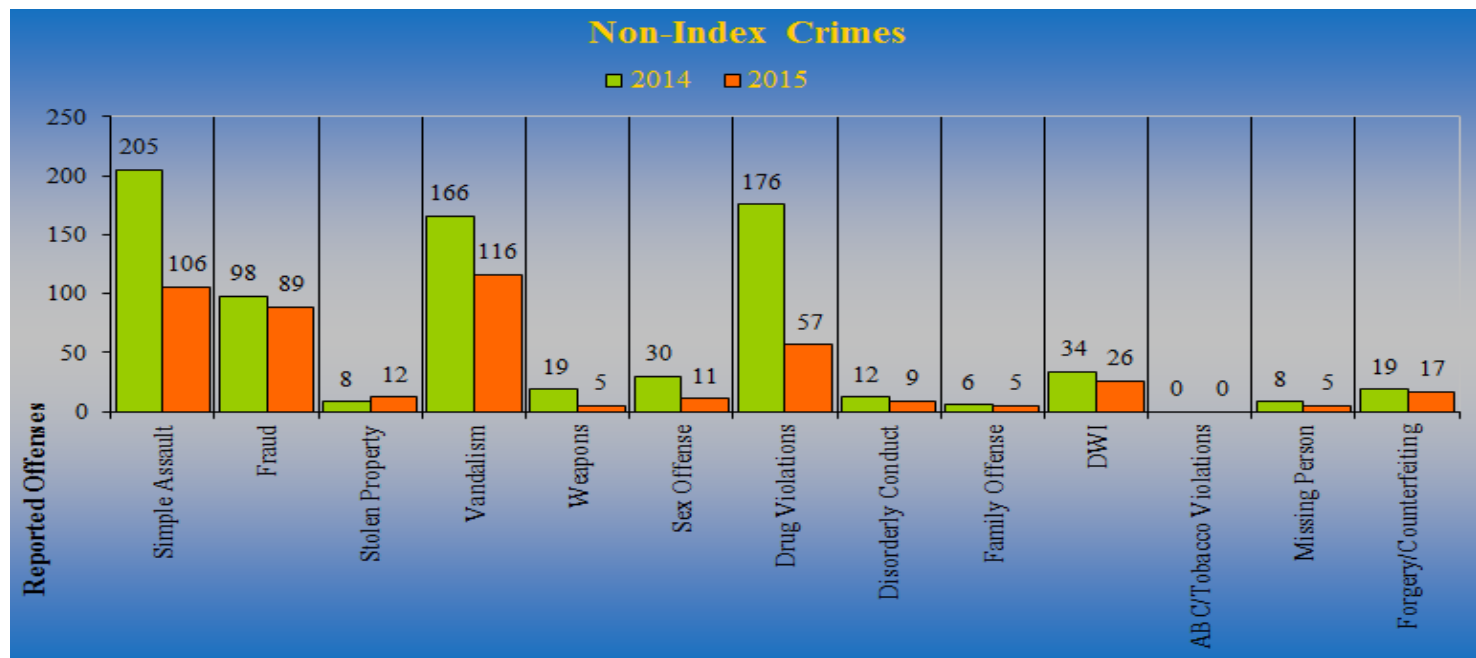
## Violent Crime 2015



In 2014 the agency experienced a decrease in the Part I Index Crimes. Motor Vehicle thefts increased from 14 to 23. Aggravated Assaults decreased from 18 to 13. A reduction was seen in Burglaries (-20%), Robberies (+200%), Larcenies (-9%), Rape offenses (0%), and Homicide (1000%). Arson remained unchanged at 0. The department continues to take a proactive approach by increasing community policing efforts and working to increase the number of community watch programs in neighborhoods. Citizen cooperation and participation are critical for a successful law enforcement agency.

## II - Non-Index Crimes

The Non-Index crimes include all other crimes or incidents reported during the year. There were 781 non-index crimes reported in 2014 compared to 628 in 2013. These crimes are taken seriously as many times they are an indication of the quality of life in a community. Graffiti and other types of vandalism may indicate gang activity and increases in simple assaults, drug offenses, disorderly conduct, and family disturbances may be a barometer of economic times.



### III - Traffic

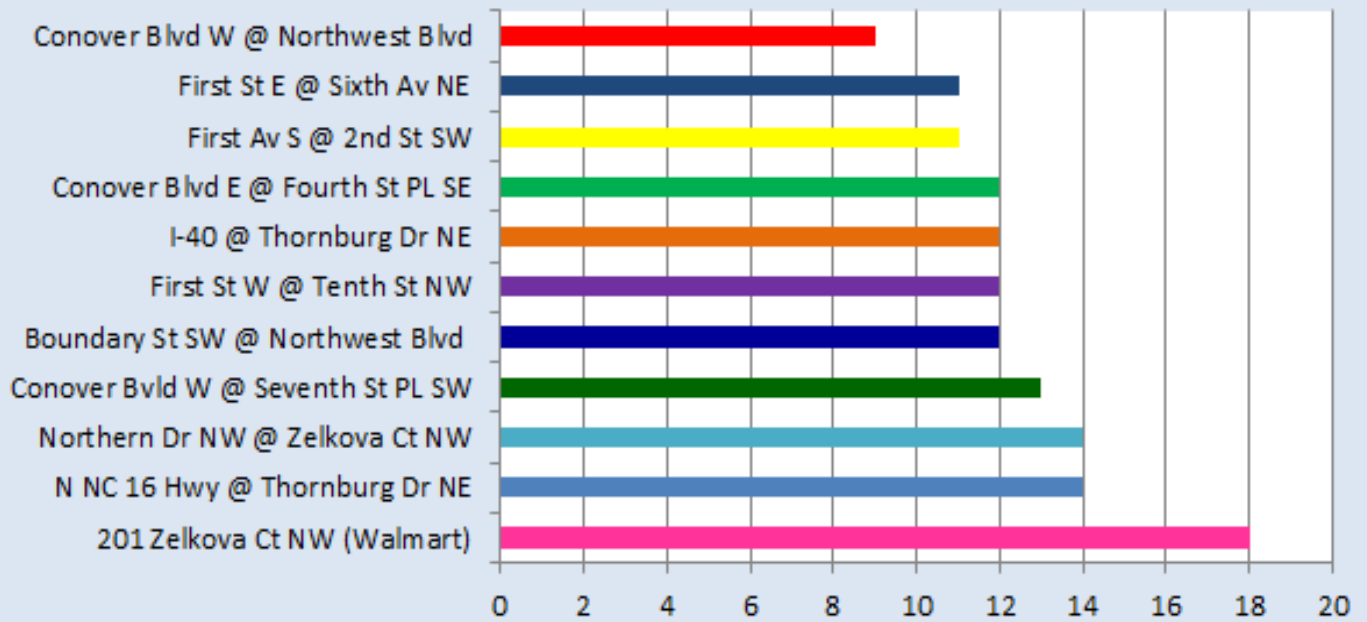
The population of the City of Conover increases from 8,200 to in excess of 26,000 during the work week. The commercial and industrial base around the City, in addition to Conover being the geographic center of Catawba County with the bisecting of an Interstate, US and NC Highways contributes to the influx of traffic during the work week. The following daily traffic counts document these figures: 1st Street West (Old 70A) – 15,000; 1<sup>st</sup> Avenue North (NC 16)- 10,000; 1<sup>st</sup> Avenue South (NC16)- 18,000; Rock Barn Road- 9,300 and Conover Boulevard (Hwy 70)- 14,000. In addition, the new Highway 16 corridor continues to see an increased flow of traffic and it is expected to see a continual increase in traffic as the widening to four lanes project from Charlotte is complete.

From 2008 through 2015 the City of Conover has averaged 633 crashes per year. Conover continues to have one of the highest crash rates for Cities under 10,000 population. Traffic crashes and traffic related problems continues to be one of the agency’s top priorities.

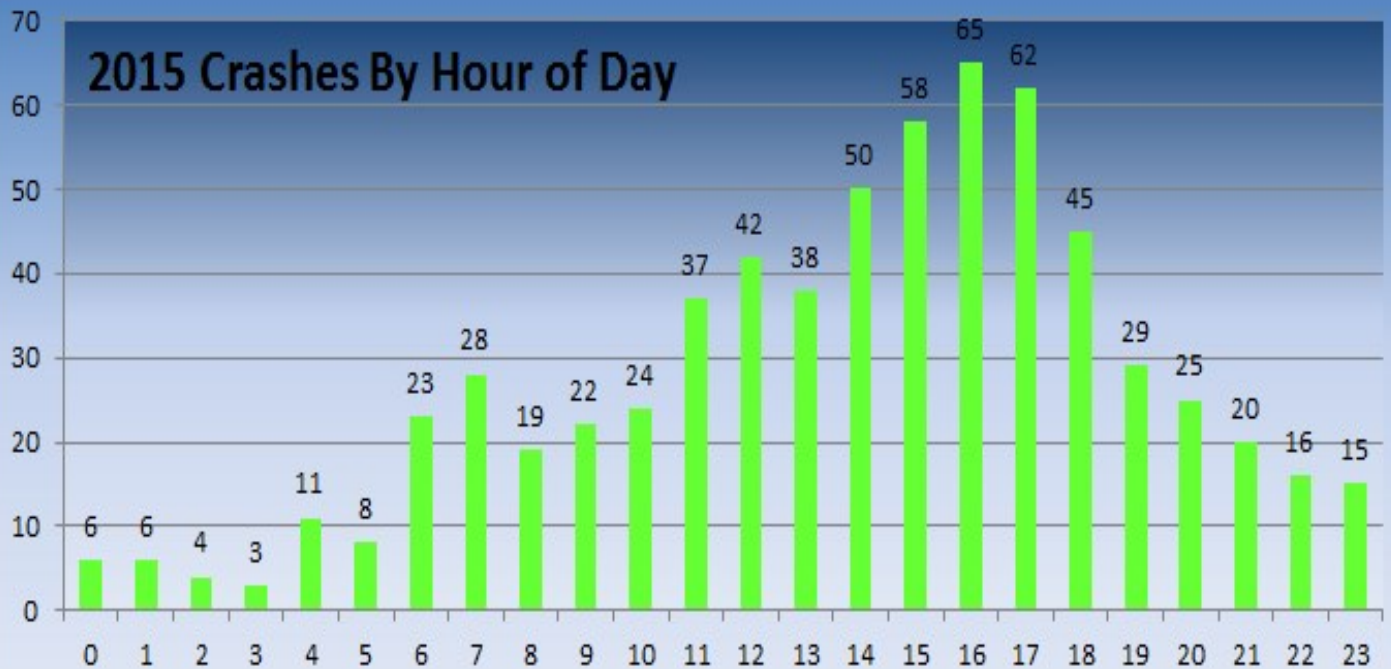




## 2015 Top Crash Locations



## 2015 Crashes By Hour of Day

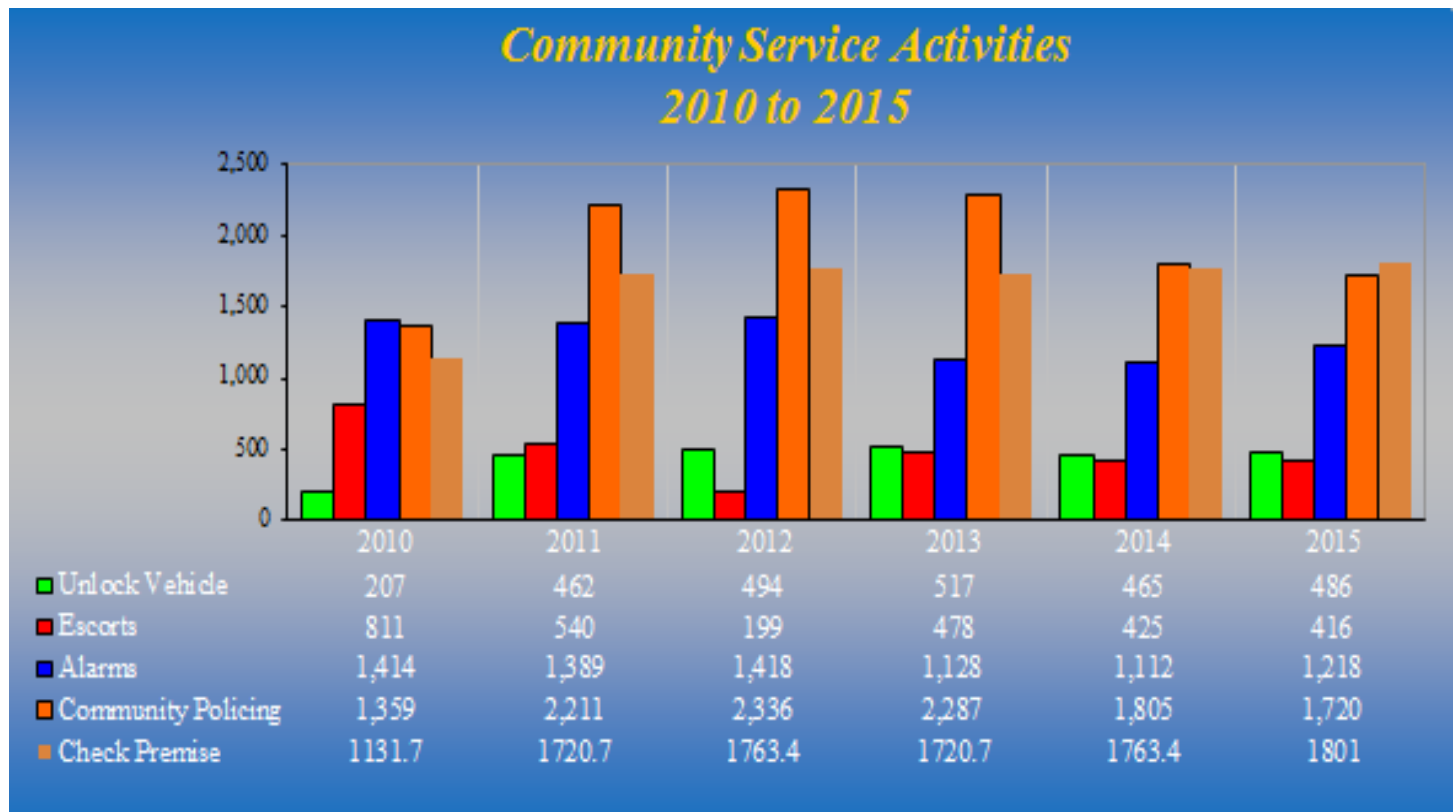


## IV - Community Service

The Conover Police Department has a long tradition of community service. This organizational philosophy continues to guide the department and was verified by the Commission on Accreditation for Law Enforcement on-site assessment team's appraisal of the department "... doing it all for their residents, no matter how small the task."

The agency has maintained the community service philosophy during declining economic times and limited budgets. These activities include vacation/premise checks, funeral and business escorts, unlocking vehicles, responding to alarms in addition to the daily community policing contacts in retail and residential areas of the city.

Several of the Community Watch programs have had changes in leadership and have not conducted meetings on a regular basis. Most programs have changed to meeting two times a year. The Southwest Community, and Brentwood/Cambridge Developments continue to meet and share information with the police department as problems or concerns arise. Community Watch programs have proven to be a positive asset for the department by improving community relations and by educating the community and the police to potential community problems and concerns. The additional eyes and ears in the communities are beneficial to the crime prevention and crime reporting efforts. Major community events for 2015 included National Night-Out, Catawba Valley Community College's Career Day, Community Job Fair, Antique Tractor Parade, and the Santa Cop Program.



## V - Special Awards/Projects



**National Night-Out 2015:** National Night-Out 2015 was held in August with average temperatures. This year's event featured the Woodlawn Baptist Church and Brothers Redeemed. The City of Conover held its Community Workshop during the event also. The event was held once again on the Concordia Square and attracted approximately 1000 people despite the temperatures. The Community Workshop, which originally was held in April, allows the different city departments to highlight events and projects accomplished during the year. Other displays included a static display of vehicles and equipment by local law enforcement agencies, local merchants, retailers, the armed forces and food and drink vendors. Attendees visited the various displays presented by the different departments, enjoyed the entertainment and renewed old friendships with their neighbors and friends. This is a great event that receives an enormous amount of support from the community and local businesses. Their support through monetary donations and supplies helps make the event a success each year.



**Santa Cop:** The Santa Cop program was originally started as a community project designed to help local families in need to have a memorable Christmas. The project has continued to grow and has become a department wide project. Families in need were identified through the Department of Social Services, Probation and Parole and area schools. This was the sixth annual Santa Cops event.

Donation boxes were placed throughout the city and contributions were accepted from local merchants and others wanting to contribute to the program. This year the Conover Police Department was able to provide assistances to thirty-eight (38) families including 86 children in and around the Conover area. They received clothing, toys and food valued in excess of \$3,000.



Santa Cop 2015



# ***ANNUAL REVIEW AND ANALYSIS***



2015 National Night Out



2015 National Night Out



## I - Use Of Force:

Because the application of force on an individual by a police officer is subject to close scrutiny by society the Conover Police Department investigates all incidents involving officers where some level of force was used on an individual. All force must be reasonable and necessary.

Each use of force incident is reviewed by the Assistant Chief for compliance with policy and the reasonableness of force used. The annual review includes Use of Force and Incident reports alleging Resist, Obstruct or Delay of an Officer.

During 2015 members of the Conover Police Department were involved in 9 incidents requiring some type of use of force. The incidents involved a total of 11 officers. Four officers were involved in three of the incidents. All incidents involved two or more officers except for six of them. Members of other agencies were not involved in any of the Use of Force incidents. Two of the incidents involved the officer pulling his service weapon until an offender was safely secured. Those incidents involved an armed subject and a subject who refused verbal commands and refused to show officers their hands. Tasers were pulled on four incidents: three deployments and one drive stun.

Three of the incidents resulted from domestic calls for service. Two incidents involved traffic stops. The other incidents were the result of calls involving a breaking & entering, shoplifting, and a warrant. There were no excessive force issues in any of the 9 Use of Force incidents. Four of the incidents did not identify any policy or training issues. Five of the incidents identified training issues for the involved officers.

One of the incidents involved felony/high risk vehicle stops. Two incidents involved officer safety and three incidents identified audio/video recording issues. All incidents were handled by verbally advising officers to turn on their recording devices at appropriate times. The incidents where multiple officers were on the scene were examined to see if any training or policy needs could be identified that would have eliminated the use of force. There were not any.

Four of the incidents occurred at Walmart. Two of the incidents occurred in or at residences and one occurred in PVA, and one occurred in or near the roadway. The other incident occurred at the Catawba County Detention facility. Four of the incidents involved no injuries. There were three Taser probe injuries, one scrape/cut injuries, and one drive stun injury.

The review of the use of force reports and resist, obstruct and delay reports during 2015 indicated all use of force incidents were properly reported, investigated, and reviewed by the chain of command. The force used in all nine incidents was reasonable, necessary and in compliance with policy.

## *2015 USE OF FORCE*

Type of Incident:	2010	2011	2012	2013	2014	2015
Assault	2	3	5	6	1	0
Traffic Stop	1	11	4	3	4	2
Domestic	5	6	2	5	6	3
Mental Subject	3	4	1	1	2	0
Mutual Aid	1	0	0	1	1	0
Larceny	2	2	2	3	1	2
Burglary	1	0	1	0	0	1
Drunk/ Disruptive	0	0	0	0	4	0
Forgery	0	0	0	0	0	0
Resist Arrest	0	0	0	1	1	0
Trespass	0	0	1	1	0	0
Warrant/High Risk Call	1	1	1	1	1	1
Suspicious Person/Vehicle	0	0	0	1	0	0
<b>Type of Force:</b>						
Firearm	5	4	3	2	8	2
(Fired)	(0)	(0)	(0)	(0)	(0)	(0)
(Drawn)	(5)	(4)	(3)	(2)	(8)	(2)
Taser	5	9	9	5	10	4
(Deployed)	(1)	(6)	(2)	(1)	(6)	(3)
(Drawn)	(4)	(3)	(6)	(4)	(4)	(4)
Bodily Force (Hands)	6	13	8	16	7	4
<b>Officers on Scene:</b>						
Single	5	8	3	10	7	2
Two or More	11	18	14	13	14	7
<b>Location of Event:</b>						
Residence	6	10	9	9	11	2
Retail Business	1	2	7	2	4	4
Roadway	4	2	10	12	6	1
Wooded Area	2	2	0	0	0	0
<b>Disposition:</b>						
Force Neces- sary	16	26	17	23	21	9
Force Unnec- essary	0	0	0	0	0	0
Policy Change	0	0	0	0	0	0

## II—Internal Affairs/Complaints

The Conover Police Department investigates all complaints received by the agency. Complaints may be received in writing, in person, by telephone, by email and anonymous complaints are accepted. The preferred method is in writing on a *Citizen Complaint and Inquiry Form*.

The agency uses a two-tiered investigative system that involves the First Line Supervisor for minor complaints that may be a misunderstanding of policy or procedures and an formal internal investigation for more serious complaints. Any complaint that may result in criminal charges is investigated as a criminal and an administrative investigation by separate investigators. All Officers assigned to internal investigations have specialized training in internal investigation affairs. The Chief of Police assigns all complaints to either a First Line Supervisor or as an internal investigation.

The agency investigated zero internal affairs cases in 2015 which was a decrease from 2014.

External complaints continue to be relatively low. The department utilizes an early warning system to monitor officer behavior that identifies potential issues. Officers' conduct was the leading cause of complaints in 2015.



<i>Internal Affairs/Complaints</i>					
<b>Complaint Origins:</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Citizen	6	5	2	3	0
Internal	4	5	0	1	0
<b>Originating Action:</b>					
Traffic Stop	2	2	1	1	0
Arrest	0	0	0	0	0
Officer's Conduct	3	5	2	3	0
Vehicle Pursuit	0	0	0	0	0
Accident Investigation	1	1	0	0	0
Juvenile Investigation	0	0	0	0	0
Officer's Driving	2	0	1	0	0
Call for Service	2	2	0	0	0
<b>Disposition:</b>					
Sustained	5	4	1	1	0
Not Sustained	4	3	4	2	0
Unfounded	1	2	2	1	0
Exonerated	0	0	0	0	0
Resolved W/Complainant	0	1	0	0	0

### III - Vehicle Pursuits

Police pursuits have high liabilities and receive much attention from the media and citizens. The policy of the Conover Police Department is for an immediate review of all pursuits to insure compliance with policy and a high regard for the safety and welfare of the public. Review and analysis of the pursuits from past years indicated a high percentage of the pursuits began with a misdemeanor or minor traffic violation. The high liability of pursuits and the risk to the motoring public did not justify pursuing for minor offenses. The policy was modified in 2007 to authorize a pursuit only when an officer has a reasonable suspicion the driver or an occupant has committed a serious felony or other circumstances exist that can justify a pursuit.

The policy change has resulted in a significant decline in pursuits. There were no vehicle pursuits in 2015.

The policy changes implemented in 2007 continue to be successful in reducing the number of pursuits that Conover Police officers are involved in. The agency will continue in-service training related to pursuit driving, emergency response driving and defensive driving. A review of the pursuit policy will be conducted during the 2016 in-service driver training.

<b>VEHICLE PURSUITS</b>					
<b>Reason for Pursuit:</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Larceny	1	0	0	0	0
DWI	0	1	1	1	0
Assault	0	0	0	0	0
Burglary	0	0	0	0	0
Mutual Aid	0	0	0	0	0
Traffic Violation	0	0	0	0	0
Wanted Person	0	0	0	0	0
<b>Pursuit Results:</b>					
Accident	1	0	0	0	0
Injuries	0	0	0	0	0
Arrest of Driver	2	0	1	1	0
Terminated	0	1	0	0	0
Deflation Device	0	0	0	0	0



## ***IV - Grievances***

There were no grievances filed in 2015.

This analysis reveals no disproportionate pattern of employee grievances by gender or race. Given this, no changes concerning Conover Police Department employee grievance policy or procedure are recommended. The findings of this analysis indicate no (a) uncommon trends (b) areas for improvement in training (c) opportunities for process improvement or (d) need to provide additional training on the employee grievance process.

## V– Bias Based Reporting

The Conover Police Department's policy prohibits race, citizenship, national origin, religion, ethnicity, age or gender of an individual be the basis for a traffic stop, field interview or seizure of property. The agency is not required by North Carolina General Statutes to collect statistical data on traffic stops but the agency, in compliance with an accreditation standard, has taken a proactive stance and voluntarily collects the data and submits it to the North Carolina State Bureau of Investigation.

Citations were issued in 70.56% of the stops in 2015 compared to 67.60% in 2014. Written warnings increased from 9.44% in 2014 to 13.70% in 2015 and verbal warnings decreased to 19.87% in 2014 to 14.80% in 2015. In comparison to 2010 Catawba County census data, the traffic stop data is within acceptable ranges for the population demographics.

There were no biased-based complaints or concerns expressed or identified in 2015.

Bias Based Profiling								
Race:	2011	2012	2013	2014	2015	Per Cent	Cat. Co. Demo.*	Conover Demo.*
Asian	78	71	94	61	39	3.56%	3.50%	4.20%
Black	375	331	465	311	199	18.19%	8.40%	9.20%
Native American	0	6	10	2	3	0.27%	0.30%	0.20%
White	1893	1746	2080	1333	853	77.97%	86%	84.70%
Other	12	8	5	9	0	0.00%	1.90%	2.50%
Unreported	0	0	0	0	0	0.00%	NA	NA
Totals:	2358	2162	2654	1716	1094			
Ethnicity:								
Hispanic	409	490	488	298	157	14.35%	8.40%	12.20%
Non-Hispanic	1949	1672	2166	1418	937	85.65%	91.60%	87.80%
Unreported	0	0	0	0	0	0.00%	NA	NA
Sex:								
Female	925	761	1050	677	420	38.39%	51%***	52.70%
Male	1433	1401	1604	1039	674	61.61%	49%***	47.30%
Unreported	0	0	0	0	0	0.00%	NA	NA
Enforcement:								
Citation	1531	1462	1805	1160	772	70.57%		
On-View Arrest	50	45	45	34	6	0.55%		
Verbal Warning	446	413	573	341	162	14.81%		
Written Warning	290	205	179	162	143	13.07%		
No Action	41	37	52	19	11	1.01%		
Unreported	0	0	0	0	0	0.00%		
* Based on 2010 Census      *** Age 15 +								

Reviewing the three year combined totals of traffic stops for the department and comparing the ratio of warnings to citations, Caucasians received warnings 29% of the time compared to citations 71% of the time on the reported traffic contacts. African-Americans received warnings 28% of the time and citations 72% of the time. Hispanics received warnings 13% of the time and citations 87% of the time. Asians received warnings 31% of the time compared to citations 69% of the time. Others received warnings 16% of the time and received citations 84% of the time.

The traffic data indicates that Hispanics receive less warnings compared to other groups. One reason for this is that the Hispanic group receives a higher percentage of the department's "No Operator License" charges which is an offense that is usually a non-warning offense.

In comparing the total citations issued by the department to the total citations received by each group, Caucasians received 77% of the citations, African-Americans received 19% of the citations, Hispanics received 20% of the citations issued and Asians received 3% of the total citations issued for the three year period.

There were no asset seizures during 2015.

During 2015 there were 10 traffic stops that resulted in searches. Five of those searches were consensual and five were a result of probable cause. The drivers were searched in 10 of those traffic stops. In addition, six pas-

Conover Police Department  
**Drivers and Passengers Searched by Sex, Race, and Ethnicity**

Monday, February 01, 2016

Report From 1/1/2015 through 12/31/2015

Type	Gender	White	Black	Native American	Asian	Other	Total By Race	Hispanic	Non Hispanic	Total By Ethnicity	Total Stopped	Percent Searched
Driver	Female	3	1	0	0	0	4	1	3	4	420	0.95
Driver	Male	4	2	0	0	0	6	0	6	6	674	0.89
Passenger	Female	1	1	0	0	0	2	0	2	2	2	100.00
Passenger	Male	3	1	0	0	0	4	2	2	4	4	100.00
	Female	4	2	0	0	0	6	1	5	6	422	1.42
	Male	7	3	0	0	0	10	2	8	10	678	1.47

sengers were searched during those stops for a total of 16 people searched. In a break down by group it was determined that Caucasians accounted for 69% of the searches and African-Americans accounted for % 31. Hispanics accounted for 18% of the searches and Non-Hispanics accounted for 82% of the searches.

Conover Police Department  
Drivers and Passengers Searched by Sex, Race, and Ethnicity  
Report From 1/1/2014 through 12/31/2014

## ***VI - Evidence Control System Review***

During 2015 the Conover Police Department collected 435 pieces of evidence and disposed of 44 pieces of evidence. Emphasis has been placed on evidence disposal. The evidence custodian assembles the dispositions for the property and forwards it to the District Attorney's office for review and then presentation to a judge. This is a lengthy process that takes up to two months before the evidence dispositions are returned for disposal.

<b><i>EVIDENCE ROOM</i></b>			
<b>Collected Items</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Total Pieces Collected	551	398	435
Total Pieces Disposed	667	360	44
<b><i>EVIDENCE ROOM Totals</i></b>			
Year end Total	4072	4110	4501
<b>PROPERTY</b>			
Found Property	25	34	14
Collected/Seized Property	526	364	421
Total Pieces	551	398	435


# GOALS AND OUTCOMES








# *I– 2015 Departmental Goals and Outcomes*

## Administration


 Develop a planning committee comprised of a representative from each City Department to coordinate the National Night-Out and the Community Workshop event.


 National Night-Out was held on August 4, 2015. The event featured the Woodlawn Baptist Church and the Brothers Redeemed. Static displays were set up by local law enforcement and local merchants. Included with this years event was the City of Conover's Community Workshop. Prior to the event, meetings were held by Lt. Stump with other departments of the city and officials from Target to plan the event. Attendance was estimated at 1000 people.


 Utilizing performance evaluations and patrol shift workloads and outputs increase the First Line Supervisors performance through accountability and responsibility.

 All supervisors have been encouraged and shown the proper way to evaluate and monitor performance. This goal continues to be a work in progress. This goal will continue into 2016.

 Develop a mentoring/field training program for newly appointed supervisors.

 Supervisors continue to be mentored. However, an official program/process has not been implemented. This will continue as a goal for 2016. Leadership training will be sought for the supervisors. Administration will continue to explore options for this type of program.


 Develop an employee of the quarter/year policy to recognize outstanding officer performance.

 Policies have been collected from other agencies. However, an official program/process has not been implemented. This will continue as a goal for 2016.


## Patrol Division

 Strengthen the community policing philosophy of the agency through the following goals:

1. Increase interaction with the local public and private schools through participation in school events and other events in order to build rapport with the students.

 The community policing philosophy continues to be a success. Patrol division has continued to participate in visiting with the local schools. Officers are able to visit with the students that are identified by school staff and therefore are able to interact and mentor the student. School community policing effort decreased from (145) in 2014 to (93) in 2015 for a 35% decrease.

2. Continue the Santa Cop program incorporating division wide support.

 The Santa Cops was a success this year as it continues to grow. There was a slight decrease in the number of children that were assisted. Volunteers from the patrol and investigation divisions assisted in the success of the program.

3. Increase the Community Watch Programs in residential neighborhoods.

👉 Officers continue to attend community watch meetings with the existing community watch groups. During 2015 no new community watch groups were started.

4. Increase the frequency and time allotted to bicycle patrols in residential communities by 10%.

👍 The Patrol Division performed bicycle patrols on 10 occasions during this year. This is an increase from the previous year of 25%.

🚓 Participate in the Governors Highway Safety Programs (GHSP), Click it or Ticket, Booze It or Lose It in conjunction with other traffic safety initiatives identified during the goal period. Participate in monthly GHSP checkpoint program to earn "Grant" points toward equipment.

👍 Participation in the Governors Highway Safety Program was a success in 2015. The agency's participation in around 68 check points and several multiple agency check-points during the year accounted for a total of 9,443 participation points for the year. These participations points were "blanked" to be used in the coming year to acquire One (1) Stop Stick, One (1) Stinger Spike Strips, One (1) Intoximeter Alco-Sensor FST, and Two (2) Python III radars, DWI arrest decreased from (34) in 2014 to (26) in 2015 for a 24% decrease.

🚓 Continue the Santa Cop program incorporating division wide support.

👉 Santa Cops was a success this year. There was a slight decrease in the number of families that were assisted. This year the Conover Police Department was able to provide assistance to thirty-eight (38) families and 86 children in and around the Conover area. This is a decrease from the previous year. Volunteers from both patrol platoons and investigations contributed to the success of the program.

🚓 Reach out to the senior citizens in the various communities and raise awareness of the "R U OK" program. Increase participation by 10%.

👉 This is the fifth year that the Conover Police Department participated in the "R U OK" program. No Conover residents were added to the program in 2014. Currently there are ten (10) residents from Conover on the R U OK list.

🚓 Develop a relationship/contact list with local churches as they are a valuable asset to the community.

👍 The Patrol Division continues to update the contact list of churches in Conover. The list is stored on the City's computer server for all officers to access.

🚓 Participate in Operation Medicine Drop

👍 This is the seventh year that the Conover Police Department participated in Operation Medicine Drop. Operation Medicine Drop was held on September 26th. The event was held at CVS pharmacy. Safe kids and CVS staff assisted Conover Police in this event. There were no dosage units collected during this event. This could be due to the steadily growing number of drop boxes throughout Catawba County. Another fac-

tor for the show in decline could be education of public awareness on the proper disposal of medications.

## Investigations Division



Continue the efforts towards obtaining and disseminating criminal intelligence information with other agencies in an effort to impact multijurisdictional criminal activity and move forward in reducing crime.

1. Continue to host the local Investigator's Meeting at the Conover Police Department on a monthly rotation with the Newton Police Department.



These meetings no longer take place and this goal will be restructured going forward so that vital information is shared between multiple agencies.

2. Participate in all (MDT) Multi-Disciplinary Team Meetings currently being held on a monthly basis at the Child Advocacy and Protection Center of Catawba County.



The Conover Police Department CID Division, has attended at least one meeting a month and has presented cases to (MDT).



Improve the coordination and sharing of information with other divisions within the department to help reduce crime.

1. Strengthen the exchange of information with the patrol division by attending a shift briefing every quarter and providing at least (2) training sessions on a topic related to investigations and a shift briefing.



There were two shift briefings conducted by Investigations in 2015 on consular notification In December 2015. I have sent emails to patrol officers and Sgt's when new information comes in to me regarding important matters. 9-24-15 and 9-25-15 Investigator Lapage did a shift briefing on Linx.

2. Provide a monthly activity report to the administration of the department to keep the administration informed of new information related to any high profile cases or other relevant information.



Information was shared with the patrol division about current trends of residence and vehicle burglaries. Narcotic and vice crime information was disseminated through completed narcotic/vice/organized crime (tip) information reports to be shared between the investigation and patrol division.



A monthly report is completed at the first of each month and provided to the Major and Chief of Police.



Continue to build and update the data information in the Case Management Access Software to improve the ability to track and maintain current cases assigned to the Criminal Investigations Division.

- 👍 All cases that are assigned to CID have been entered into the CIDCMS software. The cases within the software include victim information, suspect information, and the status of the investigation.
- 👍 As we move forward to continue to build and update the data information, the Conover Police Department Investigations Division (CID) will utilize the case management access software.

🚓 Continue to involve the community to assist with solving crimes by utilizing the media, the Internet, and other available resources.

- 👍 The Conover Police Department Investigations Division attended (3) meetings during the past year. CID attended the Legacy Place community watch on 10-26-15, girl scouts meeting at St Johns Lutheran church on 08-21-15, and gave a presentation to the senior group at First United Methodist Church on 07-15-15.

- 👍 The Conover Police Department Investigations Division continues to work with the Conover IT Department to update a list of "Conover's Most wanted" to the City of Conover website. This list needs to be updated this year in order to reflect the current Most Wanted interests. The list is comprised of individuals with outstanding warrants that Officers have been unable to locate through conventional methods.

🚓 Conduct biannual review of all cases to ensure that the cases are being investigated accurately and timely.

- 👍 A biannual review was conducted of all the assigned cases within the Conover Police Department (CID) Investigations Division. There was a change in Investigations with Investigator Towery leaving in June 2015. Sgt. Clark conducted a meeting with her and discussed her current cases and also advised her to leave a list of her cases that were active. These cases were redistributed to myself and some to Investigator Lapage upon his arrival at the beginning of September 2015. Each case was current with the exception of a missing person case from 1997 and another from 2012. Additional follow-up was required on each case and was completed by Investigator Towery before her departure.

## Records Division

🚓 Prepare the Agency for the DCI audit.

- 👍 All files are checked for accuracy when completed. DCI audit is completed every other year.

🚓 Develop Crystal reports in RMS to assist with retrieving information needed for evaluations, monthly reports, open cases, and annual reports.

- 👍 Administration worked with the Records Division and several new reports were developed. The reports will assist staff in the retrieval of data from the Records Management Division.

🚓 Coordinate all DCI activities including TAC, Validations, and all reports.

- 👍 All DCI activities and validations were kept current.

🚓 Ensure incident reports are pulled into RMS with the correct information and notify Admin supervisors about any identified problems/issues.

- 👍 All reports have been imported and accuracy has been verified.

🚓 Keep Biased-Based Traffic Stop Reports up to date and properly filed.

- 👍 All Biased-Based Traffic Stop Reports have been entered into the SBI's system.

## ***II - 2016 Departmental Goals***

### **Administration**

- 🚓 Develop a planning committee comprised of a representative from each City Department to coordinate the National Night-Out and the Community Workshop event.
- 🚓 Plan for a successful Mock and Onsite Re-accreditation process.
- 🚓 Develop a mentoring/field training program for newly appointed supervisors and provide Leadership training.
- 🚓 Develop an employee of the quarter/year policy to recognize outstanding officer performance.
- 🚓 Develop a physical fitness policy/program for the department.

### **Patrol**

- 🚓 Participate in the North Carolina Governor's Highway Safety Programs (GHSP) "Click It or Ticket" and "Booze It & Loose It" along with other traffic safety initiatives during the goal period. Conduct monthly GHSP checkpoints to earn participation points towards acquiring equipment.
- 🚓 Ensure equal workload and performance through monthly officer activity reports.
- 🚓 Strengthen the community policing philosophy of the agency through the following goals:
  1. Increase interaction with the local public and private schools through participation in school events and other events in order to build a rapport with the students.
  2. Increase the frequency and time allotted to bicycle patrols in residential communities by 10%.
  3. Increase Community Watch Programs in residential neighborhoods.
- 🚓 Continue the Santa Cop program incorporating division wide support.






Reduce traffic collisions by 5% through selective traffic enforcement measures at known high crash locations.

### Investigations Division





Continue the efforts towards obtaining and disseminating with other agencies, criminal intelligence information in an effort to impact multijurisdictional criminal activity and move forward in reducing crime. Meetings with Newton Police Department and Participation in Multi-Disciplinary Team Meetings.


## Investigations Division (continued)

 Improve the coordination and sharing of information with other divisions within the department to help reduce crime.


1. Strengthen the exchange of information with the patrol division by attending a minimum of at least one shift briefing a quarter and provide at least two (2) training sessions on a topic related to investigations at a shift briefing.
2. Provide a monthly activity report to the administration of the department to keep the administration informed of new information related to any high profile cases or other relevant information.

 Continue to build the data information in the Case Management Access Database software to improve the ability to track and maintain current cases assigned to the Criminal Investigations Division.


 Continue to involve the community to assist with solving crimes by utilizing the media, the Internet, and other available resources.


 Conduct a biannual review of all cases to ensure that the cases are being investigated accurately and timely.

## Records

 Keep records up to date in preparation for future DCI audit.

 Evaluate the Crystal reports in RMS and develop new ones as needed to assist with retrieving information needed for evaluations, monthly reports, open cases, and annual reports.

 Coordinate all DCI activities including TAC, Validations, and all reports.

 Ensure incident reports are pulled into RMS with the correct information and notify Admin supervisors about any identified problems/issues.

 Keep Biased-Based Traffic Stop Reports up to date and properly filed.

